### City of Harrisonburg, Virginia

# Community Development Block Grant Program Annual Action Plan for year FY 2010-2011

#### **ORIGINAL SUBMITTAL**

Presented to
U.S. Department of Housing and Urban Development
Richmond Office of Community Planning and Development

May 15, 2010

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<sup>\*</sup> Please note that the only Appendices appearing in this document are Appendix A – Maps, Appendix B – HUD Tables, and Appendix C – Public Comments. Further, these Appendices do not appear in their entirety, rather only the NEW portions of these Appendices are included. *All other Appendices may be found in The City's 2008-2012 Consolidated Plan (2008-20012 Strategic Plan and 2008 Action Plan), available in the City Manager's Office or on the City website at www.harrisonburgva.gov* 

#### **Executive Summary**

The following Executive Summary is only a listing of the proposed projects for this Action Plan, the proposed funding amounts for those projects, the objectives and outcomes for the proposed projects, and a brief evaluation of past performance (see CAPER for detailed evaluation). For more detail regarding the projects or the CDBG program in general, please read the Action Plan in its entirety or contact the Grants Compliance Officer at (540) 432-8926 for more information.

Project #1: Harrisonburg Redevelopment & Housing Authority (HRHA) – Harrison Heights Renovation

Proposed Funding: \$140,000 (multi-year commitment)

Objective(s): Decent Housing – Rehabilitate public housing units

Outcome(s): 40 public housing units will be rehabilitated

Project #2: VAIL – Home Accessibility Modifications

Proposed Funding: \$10,000

Objective(s): Suitable Living Environment – Provide funding for programs that make home/building modifications to

accommodate walker and wheelchair use and to make upper floors more accessible; Financial support

for programs that remove architectural barriers for the elderly and disabled.

Outcome(s): Five individuals with physical disabilities will have improved access in their homes.

Project #3: Mercy House - SAFE-T-ELEMENTS

Proposed Funding: \$4,500

Objective(s): Suitable Living Environment – Improve security measures at homeless shelters and transitional housing

units for the protection of clients; support organizations that provide direct services to prevent

homelessness.

Outcome(s): 16 SAFE-T-Elements will be installed in 16 stoves.

Project #4: Sanitary Sewer Rehabilitation: E. Wolfe St.

Proposed Funding: \$59,513

Objective(s): Suitable Living Environment – Pay for street, sidewalk and traffic control improvements; water and

sewer improvements; and storm water management and drainage improvements in designated LMI

areas.

Outcome(s): 330 linear feet of sewer will be improved.

#### Project #5: Pleasant Hill Rd. Shoulder Construction/Reconstruction

Proposed Funding: \$120,000

Objective(s): Suitable Living Environment – Pay for street, sidewalk and traffic control improvements; water and

sewer improvements; and storm water management and drainage improvements in designated LMI

areas.

Outcome(s): 3875 linear feet of shoulder will be improved, and 7 driveway entrances will be replaced.

#### Project #6: West Bruce Street Sidewalks

Proposed Funding: \$27,000

Objective(s): Suitable Living Environment – Pay for street, sidewalk and traffic control improvements; water and

sewer improvements; and storm water management and drainage improvements in designated LMI

areas.

Outcome(s): 440 linear feet of curb, sidewalk and gutter will be improved, and 2 ADA ramps will be constructed.

#### Project #7: Westover Park Parking Lot Security Cameras

Proposed Funding: \$16,000

Objective(s): Suitable Living Environment – Upgrade or add new playground and recreational facilities at existing

parks, playgrounds, childcare facilities, or recreational centers in low to moderate income census tracts.

Outcome(s): One security system will be installed.

#### Project #8: Security Camera System: Cecil F. Gilkerson Community Activities Center and Westover Pool

Proposed Funding: \$9,132

Objective(s): Suitable Living Environment – Upgrade or add new playground and recreational facilities at existing

parks, playgrounds, childcare facilities, or recreational centers in low to moderate income census tracts.

Outcome(s): One security system will be installed.

#### Project #9: Camp Still Meadows Bathroom

Proposed Funding: \$8,000

Objective(s): Suitable Living Environment – Provide funding for programs that make home/building modifications to

accommodate walker and wheelchair use and to make upper floors more accessible.

Outcome(s): One bathroom facility will be outfitted.

#### Project #10: The Association of Retarded Citizens (ARC) - Op Shop

Proposed Funding: \$10,000

Objective(s): Suitable Living Environment – Provide funding for programs that make home/building modifications to accommodate walker and wheelchair use and to make upper floors more accessible.

Outcome(s): One handicapped accessible door will be installed.

#### Project #11: City (City Manager's Office) – Administration

Proposed Funding: \$110,000

Objective(s): Suitable Living Environment – Successfully and effectively administer the CDBG Program

Outcome(s): CDBG Program will continue to be successfully and effectively administered

#### **Project #12: Big Brothers Big Sisters - Education Series**

Proposed Funding: \$7,200

Objective(s): Suitable Living Environment - Continue to fund public service activities that target extremely low- and

low-income households and individuals.

Outcome(s): 863 LMI individuals will be served through the receipt of educational opportunities.

#### Project #13: Valley Program for Aging Services (VPAS) – Meals on Wheels

Proposed Funding: \$10,000

Objective(s): Suitable Living Environment – Provide funding for supportive services for the elderly and continue to

fund public service activities that target extremely low- and low-income households and individuals

Outcome(s): 30 LMI elderly will continue to receive home delivery of meals, disease prevention, health promotion, in-

home assessments, and public information education and support

#### **Project #14: NewBridges Immigrant Assistance**

Proposed Funding: \$8,655

Objective(s): Suitable Living Environment - Continue to fund public service activities that target extremely low- and

low-income households or individuals

Outcome(s): 72 LMI individuals will receive assistance through the immigration academy.

#### **Project #15: JMU IIHS Medical Suitcases Clinics**

Proposed Funding: \$10,000

Objective(s): Suitable Living Environment – Continue to fund public service activities that target extremely low- and

low-income households or individuals

Outcome(s): 100 Medicaid and uninsured Individuals will receive health care at no cost.

This is the seventh year that the City of Harrisonburg has received CDBG entitlement funding. The City of Harrisonburg's performance under the CDBG program has been very good. Policy was developed quickly and has remained consistent. The City spends CDBG funding in a timely manner and requires that Subrecipients do the same. The City has a very comprehensive Subrecipient contract and constantly monitors all Subrecipients to ensure appropriate CDBG administration and compliance with all regulations. Proposed objectives are either met or exceeded, with few exceptions. Exceptions are always accompanied by reasonable explanations. The City keeps exceptional program documentation and requires that Subrecipients do the same. Several years ago, there was one instance of unacceptable documentation and noncompliance from a Subrecipient, and after acceptable documentation was obtained for monies spent, CDBG funding for the program was terminated by the City. The City is also currently working with HUD to resolve an issue of non-compliance with the Way-To Go program's eligibility from the 2008-2009 year. A more detailed evaluation of past performance can be found in the City's Consolidated Annual Performance and Evaluation Reports (CAPERs) for previous years, available in the City Manager's Office or on the City's website <a href="https://www.HarrisonburgVA.gov">www.HarrisonburgVA.gov</a>.

	Annual Action Plan ue annually no less than 45 days prior to the grantee's program year start date.
	For Year ☐1 ☐ 2 ☐3 ☐4 ☐5 of Strategic Plan period.
	Managing the Process: Citizen Participation  Does jurisdiction have a completed and approved Citizen Participation Plan on file?   ✓ Yes ✓ No
2.	Actions taken to provide for/encourage citizen participation in developing the Annual Action Plan. Check all that apply.  Outreach (Indicate methods used):  To minorities and non-English-speaking persons To persons with disabilities To low- and moderate-income persons living in slum and blighted areas To low- and moderate-income persons living in areas where CDBG funds are proposed to be used To residents of predominantly low- and moderate-income neighborhoods To residents of public housing Citizen Advisory Committee Neighborhood meetings Focus groups Public hearings Dates: January 26, 2010 and March 23, 2010 Other: (List below)
	Public Notices in local newspaper Press Releases News Articles Fliers posted on City Hall Announcement Board Announcements on City website and at televised City Council meetings
3.	Public Notices/Public Comment: Was notice given at least two weeks prior? ⊠Yes □ No 30-day comment period: From March 23, 2010 to April 23, 2010 Was reasonable access provided to the public for plan review during the 30-day comment period? ⊠Yes □No

#### B. Managing the Process: Consultation with Public and Private Entities

Agencies that provide:

1. Which organizations were consulted when preparing the Annual Action Plan? Check all that apply.

Indicate names: Harrisonburg Redevelopment & Housing Authority, Valley Associates for Independent Living,
Mercy House, Salvation Army, Gemeinschaft, Our Community Place, HARTS
Health services
Indicate names: Harrisonburg-Rockingham Health Dept., Harrisonburg-Rockingham Free Clinic, Lead Safe Virginia Program, Office of Healthy Homes & Lead Hazard Control, Rockingham Memorial Hospital, Harrisonburg Rockingham Dental Clinic, Open Doors for Health and Hope for the Homeless
Social services     Social services
Indicate names: Harrisonburg-Rockingham Social Services
Indicate names: Mercy House, HARTS, Salvation Army, Our Community Place,
Services to persons with disabilities
Indicate names: Valley Associates for Independent Living, The ARC of Harrisonburg-Rockingham, Camp Still
Meadows, VPAS
Adjacent units of general local government
Indicate names: Rockingham County
☑ Other (identify): Office of Children and Youth, Gemeinschaft, Harrisonburg Downtown Rennaisance, Harrisonburg Economic Development Department, Harrisonburg Public Works Department, Harrisonburg Public Utilities Department, Harrisonburg Parks and Recreation Department, Harrisonburg Department of Community Development, Valley Program for Aging Services, Big Brothers Big Sister, NewBridges Immigration Assistance, Friendly City Food Co-Op, City of Harrisonburg Fire Department
2. Lead agency or entity responsible for overseeing the development of the plan: City Manager's Office
<ul> <li>3. Lead Based Paint: What organizations were consulted when preparing the portion of the plan dealing with lead-based paint hazards? (Check all that apply)</li> <li></li></ul>
Indicate names: Harrisonburg-Rockingham Health Department, Lead Safe Virginia Program, Office of Healthy Homes & Lead Hazard Control

Other

Indicate names: Harrisonburg Redevelopment and Housing Authority, 2000 Census



#### C. Managing the Process: Certifications

For each year of the strategic planning period and for applicable programs, check the certifications on the Certification Checklist that are complete and correct. Until the feature of electronic signatures is available in this Consolidated Planning tool, please submit a hardcopy of each required certification to your local HUD Community Planning and Development Office. Be sure to use the appropriate version (Local or State certifications)), and that it has been signed by your official Applicant/Grantee Representative (see the "Applicant Section" in Module I. "Application for Funds From U.S. Department of Housing and Urban Development").

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

#### D. Financial Sources/Uses

Approximately \$550,000 in Federal funds from the CDBG program will be available in FY 2010-2011 to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities, especially for low- and moderate-income persons.

#### **Funding Sources**

Entitlement Grant (includes reallocated funds	5)
CDBG	\$550,000
ESG	\$0
HOME	\$0
HOPWA	\$0
Total	\$550,000
Prior Years' Program Income NOT previously	y programmed or reported
CDBG	\$0
ESG	\$0
HOME	\$0
HOPWA	\$0
Total	\$0

Reprogrammed Prior Years' Funds CDBG ESG HOME HOPWA	\$0 \$0 \$0 \$0 \$0
Total	\$0
Total Estimated Program Income	\$0
Section 108 Loan Guarantee Fund	\$0
TOTAL FUNDING SOURCES	\$550,000
Other Funds	\$0
Submitted Proposed Projects Totals	\$550,000
Un-Submitted Proposed Projects Total	als \$0

The City will not receive program income from prior years (not previously programmed or reported). The City anticipates that the following Federal, State, local, and private resources will remain or become available over the 5-year planning period to address priority strategies. The City anticipates that the following Federal, State, local, and private resources will remain or become available over the 5-year planning period to address priority strategies.

#### **Federal Resources**

Funds from HUD and any other Federal sources are available to address the Consolidated Plan's priority needs, such as grants and other revenues that may be available to provide funding to the City or other organizations within the City.

Section 108 Loan Guarantee (Section 108): Through Section 108, HUD guarantees notes issued by units of general local government. Funds finance economic revitalization and development activities that include housing and rehabilitation of privately owned buildings for residential purposes; expansion of for-profit businesses; financing and rehabilitation of low-income and public housing; acquisition, construction, or rehabilitation of neighborhood and community facilities; site improvement on community-owned land leased to a developer for a commercial or industrial development project; site development; purchase of land or buildings for economic development; and infrastructure development that includes street reconstruction and/or sewer system repairs.

**Community Services Block Grant (CSBG):** This program can fund activities to implement anti-poverty activities such as housing counseling, emergency assistance, and other supportive services.

Brownfields Economic Development Initiative (BEDI) Grants: BEDI grants target Economic Development Initiative funds to brownfields projects. BEDI grants are made to local governments for use in supporting brownfield redevelopment activities and projects financed in whole or in part with Section 108 Loan Guarantees.

**Economic Development Initiative (EDI):** The Economic Development Initiative provides grants to be used in tandem with Section 108 guaranteed loans for economic revitalization projects. These grants will enhance the viability of such projects (through interest rate subsidies and debt service/operating reserves) and increase the likelihood that the Section 108 loans can be repaid from project revenue.

**Federal Historic Preservation Tax Incentives:** Federal Historic Preservation Tax Incentives are available for buildings listed in the *National Register of Historic Places* or located in certain historic districts that are substantially rehabilitated for income-producing purposes according to standards set by the Secretary of the Interior.

**Home Repair Loan Program (Section 504):** The Home Repair Loan Program is available to low-income and elderly people who prefer to stay in their current homes, though they cannot afford repairs.

**Housing Preservation Grant Program:** This program also makes available funds to repair housing. Non-profits receive grants, and they in turn make funds available to homeowners that cannot afford to make needed repairs.

Head Start/Early Head Start: This program awards grants to local public and private nonprofit and for-profit agencies for comprehensive child development services for children and families. Intended primarily for low-income families, the program fosters the development of children and enables them to deal more effectively with both their present environment and later responsibilities in school and community life.

#### **Local Public Resources**

Local funds may also be used to address the Consolidated Plan's priority needs

**City of Harrisonburg General Funds:** These funds support organizations that provide housing and/or supportive services to area residents including low-income families and persons. The City provides approximately \$1,456,111 annually to local outside agencies and organizations from general fund resources.

#### **Subrecipient Voluntary Match**

Although not required by the City in order for an agency or organization to receive CDBG funds, the City of Harrisonburg strongly encourages its subrecipient applicants to show a match (whether agency funds, private donations, or in-kind) against CDBG funds. By demonstrating matching funds, the applicant will receive additional evaluation points, thereby increasing the likelihood that its project will be funded.

#### II. Consolidated Annual Performance Report (CAPER):

This document is available in the City Manager's Office, located at 345 South Main Street, or on the City of Harrisonburg website www.HarrisonburgVA.gov.

#### III. Narratives

#### Year 4: General Needs and Issues

Through discussions with various local agencies and organizations, public hearings, phone calls/comments from individual citizens, and survey distribution, it appears that affordable, decent housing is a priority need in the City. Related specifically to housing, the following are the most prevalent current needs:

- · Rehabilitation of public housing units;
- Transitional housing;
- Demand for single floor rental units for the elderly;
- Demand for 1 and 2 bedroom rental units:
- Elimination of accessibility barriers for elderly and disabled;
- Rental rehabilitation projects to benefit the very lowest-income households, especially large families, and 2-4 person households;
- Additional rent assistance for extremely low-income families;
- Owner-occupied rehabilitation especially for low and extremely low-income households;
- Assistance to low- and moderate-income renters for home purchase; and
- Revitalization of older neighborhoods.

Discussions with various local agencies and organizations, public hearings, phone calls/comments from individual citizens, and survey distribution also indicate a variety of non-housing community development needs. Those of the highest priority are:

- Health Care Services:
- Dental Services;
- Child Care:
- Transportation Services;
- Sidewalks & Pedestrian Infrastructure (especially sidewalk improvements to business districts from elderly / disabled housing units);
- Homeless/Emergency Services
- Job Creation/Retention;
- Recreational Services (especially youth services);
- Parks & Playgrounds;
- Disabled Services; and
- Employment Services & Job Training.

#### Year 3: Description of Actions To Be Taken

In determining which projects to fund, the City made an effort to address as many of the above needs and issues as possible. The City received \$914,508.00 in funding requests for project year 2010-2011. The City's \$550,000 in CDBG funds will be spent as outlined in the following paragraphs.

In the area of Housing and Property Improvements, the City selected three projects. The HRHA is requesting funding for debt servicing on a \$3.2-\$3.5 million bond for the renovation of 40 public housing units in the Harrison Heights Development. Requested funds will be used in conjunction with \$60,000 from the Authority's Capital Funds and \$60,000 from its Local Community Development Fund. The City intends to provide the HRHA with a moral obligation of \$140,000 in CDBG funding each year for the term of the bond, which will likely be 15 years, but could be up to 20 years. This is year five of the bond. The City has also chosen to fund the Mercy Safe-T-Element project in the amount of \$4,500. CDBG funds will be used to install 16 fire prevention devices on stoves in residential facilities. The third project is VAIL, which will be funded in the amount of \$10,000. Here, CDBG funds will be used to provide accessibility to the living spaces of individuals with physical handicaps.

The City will be funding the construction and/or repair of sidewalks on West Bruce Street as a Public Facilities-Street Improvements project. Public Works will be receiving \$27,000 for this project. The City will be funding the construction of shoulder on Pleasant Hill Rd. as a Facilities-Street Improvements project. Public Works will be receiving \$120,000 for this project. The City's Public Utilities Department will receive \$59,513 for rehabilitation of the E. Wolfe Street Sewer line. The City's Parks and recreation department will receive \$16,000 for a security camera system at the Westover Park parking lot, and \$9,132 for a security camera system a the Gilkerson Activities Center and

Westover Pool. Camp Still Meadows will receive \$8,000 towards fixtures and supplies for a handicapped accessible bathroom facility. The ARC will receive \$10,000 for the installation and purchase of a handicapped accessible door.

The City will use \$110,000 in CDBG funds for Administration. This will be used for salaries, benefits, office supplies, postage, travel and training, and other administrative costs relating to the block grant program.

Four Public Services projects have been selected to receive CDBG funding. Big Brothers Big Sisters of Harrisonburg and Rockingham County will use their \$7,200 in CDBG funds to provide educational opportunities to LMI children at out of town museums. The Valley Program for Aging Services (VPAS), which will receive \$10,000 in funding this fiscal year. These funds will be used for their Meals on Wheels program, which provides a nutritious noon meal five days per week to frail older Harrisonburg residents. NewBridges will receive \$8,655 for their Immigrant's Academy. Finally, IIHHS, JMU's Open Doors to Health and Hope For the Homeless will receive \$10,000 towards their medical suitcases clinics which are held at local homeless shelters.

For more detailed information on the proposed projects, please refer to the Table 3 worksheets that have been completed for each project.

#### A. General

1. Harrisonburg is a city of 17.4 square miles and approximately 44,461 inhabitants. It is located in the geographic center of the Shenandoah Valley of Virginia. The City is equidistant from Washington, D.C. (124 miles), Richmond, Virginia (116 miles), and Roanoke, Virginia (111 miles). It is a part of the Central Shenandoah Planning District. The community was established in 1780 and became an incorporated city in 1849. The City has a rich history of civic pride, philanthropy, and development. Despite the positive changes experienced by the City, however, there remain areas of unmet need, and a collective desire to see our community improve and prosper to a greater extent.

Harrisonburg is an independent city, which means it is not part of any county. This legal separation of cities and counties is unique to the Commonwealth of Virginia. A city's boundaries can only expand via a court-approved annexation of property from the surrounding county. The last annexation involving Harrisonburg took place in 1983 and allowed the City to more than double in size and recapture some of the population that had shifted to suburban areas. The General Assembly has enacted a moratorium on annexation that is still in effect; therefore, for the 2008-2012 Consolidated Plan, the City considers its boundaries to be fixed.

Map 1, in the Appendix, indicates the areas of concentration of low and moderate income households.

- 2. The City has focused on addressing areas of needs versus allocation of funds by geographical area.
- 3. At this point, the primary obstacle identified in meeting underserved needs would be the financial limitations of the city and the various other agencies attempting to meet those needs.

#### B. Affordable Housing

#### 1. BASIS FOR ASSIGNING PRIORITY:

Following the research and data gathering process, the City grouped LMI housing needs by category as follows:

#### 1. Households with incomes 0-30% of median

#### A. Small families who are renting and paying more than 50% of their income for rent.

Reason for priority: Small households at this income level who are paying over 50% of their income for rent are not left with much to cover the additional essential expenses of food, clothing and transportation. Additionally, at this income level, even half of the monthly income is not large in terms of actual dollar amount, which is likely to mean that the property owner is not receiving sufficient cash flow to adequately maintain the rental property.

#### B. Small families who are renting and paying more than 30% of their income for rent

Reason for Priority: Small households at this income level who are paying over 30% of their income for rent are not left with much to cover the additional essential expenses of food, clothing and transportation. Additionally, at this income level, even half of the monthly income is not large in terms of actual dollar amount, which is likely to mean that the property owner is not receiving sufficient cash flow to adequately maintain the rental property.

#### C. Large renter families living in substandard housing

Reason for Priority: By addressing this category of need, the City not only will assist low-income households to improve their living situation but by improving the condition of the housing stock, will improve neighborhood conditions and stabilize the tax base.

#### D. Elderly renters paying more than 50% of their income for rent

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

#### E. Elderly renters paying more than 30% of their income for rent

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

#### F. Owners who are paying more than 50% of their income for housing related costs

Reason for priority: Owners in this income category who are paying over 50% of their income for basic housing related costs do not have any funds available for routine maintenance needed on homes. This problem is especially serious for low-income households, as they are

limited by income to purchase older homes, which require more maintenance. This results in unsafe living conditions for members of these households, and it has a negative impact on the appearance of neighborhoods.

#### 2. Households with incomes 31-50% of median

#### A. Elderly renters paying more than 50% of their income for rent

Reason for priority: The elderly have no further income-earning-potential and therefore few alternatives when faced with disproportionate rents.

#### B. Elderly renters paying more than 30% of their income for rent

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

#### C. Owners who are paying more than 50% of their income for housing related costs

Reason for priority: Owners in this income category who are paying over 50% of their income for basic housing related costs do not have any funds available for routine maintenance needed on homes. This problem is especially serious for low-income households, as they are limited by income to purchase older homes, which require more maintenance. This results in unsafe living conditions for members of these households, and it has a negative impact on the appearance of neighborhoods.

#### D. Owners who are living in substandard housing

<u>Reason for priority</u>: By addressing this category of need, the City not only will assist low-income owner households to improve their living situation, but by improving the condition of the housing stock, the effect will be to improve the condition of neighborhoods and stabilize the tax base.

#### 3. Households with incomes 51-80% of median

There does not appear to be a significant problem for owners or renters in this income category, thus the City has no plans to make housing related assistance a priority for these owners.

#### 2. HOW THE CHARACTERISTICS OF THE HOUSING MARKET INFLUENCE USE OF FUNDS

The proportion of renters to owners has increased over the last decade in Harrisonburg and homeownership affordability is becoming more of an issue. Rental housing remains relatively affordable, although it is becoming more difficult for large family renters. However, some rental units, particularly public housing units are aging and in need of upgrades and improvements. The Harrisonburg

Redevelopment and Housing Authority is taking a very proactive approach in establishing and supporting programs that seek to increase homeownership opportunities in Harrisonburg and that improve and expand the stock of decent affordable privately owned rental housing and public housing. In furtherance of these efforts, the Authority has targeted renovations to existing public housing units as its number one priority. The units in Harrisonburg were all built in the 1960's and have not received any significant renovations since that time. In light of this, the City proposes to allocate funds to the Authority that would allow it to undertake the architectural and engineering design for the renovations, and to assist in funding the renovations themselves. The City and the Authority will also continue to monitor trends in homeownership and privately-owned rental units, and support programs that assist LMI residents in meeting their housing needs.

#### 3. AFIRMATIVELY FURTHERING FAIR HOUSING

The Harrisonburg/Rockingham Continuum of Care (CoC) is an organization comprised of local non-profit entities, government agencies, and community advocates who meet on a monthly basis to address and discuss homeless issues in our local community. Harrisonburg's Continuum of Care CORE Housing Alliance and the Healthy Community Council work together with and through the Harrisonburg Redevelopment and Housing Authority to obtain affordable housing and to eliminate sub-standard housing in local areas. The current members of the CoC are:

City of Harrisonburg Police Department

Harrisonburg City Schools

Harrisonburg Redevelopment and Housing Authority

Blue Ridge Legal Services

Community Resource Center

Elkton Area United Services

First Step: A Response to Domestic Violence

**Habitat for Humanity** 

Harrisonburg/Rockingham County Department of Social Services

Harrisonburg/Rockingham Community Services Board

Hope Community Builders

Inter-Faith Association

Mercy House

Rebuilding Together

Salvation Army of Harrisonburg/Rockingham County

United Way of Harrisonburg/Rockingham County

Valley AIDS Network

Valley Housing Alliance

Through data that has been gathered to date, there does not appear to be a problem of existing long-term homelessness, including low income families being threatened with homelessness. The City will continue to work with the Harrisonburg Redevelopment and Housing Authority to assist low income families in meeting their housing needs and will continue to monitor trends in order to be able to prioritize needs and prevent identified problems from resulting in homelessness. Furthermore, 2008 CDBG funding ensured that \$13,774.30 be used to fund the Salvation Army Emergency Shelter, and \$11,000 be used to fund the Harrisonburg and Rockingham Thermal Shelter (HARTS). In 2009, \$15,000 in funding went towards fire protection at four homeless shelters run by the Mercy House. In 2010, it is proposed that \$4,500 be used towards upgrading the stoves(for fire prevention) in 16 housing units operated by Mercy House. The City will continue to work with and through the Harrisonburg Redevelopment and Housing Authority and other agencies to assist the homeless in transitioning to permanent housing and independent living.

The City of Harrisonburg and HRHA are collaborating to increase the number of affordable units available in the city. The current focus in the City is the renovation of the existing affordable housing stock. In 2004, HRHA completed a physical needs assessment and master planning process for the 100 public housing units in the City of Harrisonburg. Marsh Witt Architects was commissioned to develop this master plan by address the aging out of the units and its building systems. The planning process included review of alternative energy systems to address increases in energy costs and identification of strategies for possible new construction and/or renovation to address the Authority's need for accessible units for persons with disabilities and the elderly.

In 2004, the City of Harrisonburg was also designated an entitlement community and became eligible to receive Community Development Block Grant (CDGB) funds. In its City Needs and Objectives, the City identified the rehabilitation of public housing units as its most significant housing-related need. Through the 2004 CDGB grant competition, HRHA successful applied for and received \$150,000 for the creation of renovation documents for 40 public housing units at the Harrison Heights development. In 2005, the Authority again applied to the City of Harrisonburg through its CDGB allocation for funds to assist with debt servicing of the project. As a result, the Authority was awarded debt servicing of \$140,000 per year for not less than 15 years and no more than 20 years.

In the fall of 2006, the Board of Commissioners of the Harrisonburg Redevelopment and Housing Authority made the strategic decision to initiate the process of discontinuing its public housing program and of obtaining the Declaration of Trust (DOT) of the properties from HUD. This decision was based on the need to use the property as leverage to support renovation and new construction initiatives through use of mixed financing. The City of Harrisonburg has supported this initiative. Upon completion of these initiatives the City and HRHA will focus on increasing the affordable housing stock with an emphasis on affordable, accessible housing for the elderly and individuals with disabilities.

In 2005, the Harrisonburg/Rockingham Continuum of Care held its first *CORE Housing Luncheon*. The luncheon addressed housing needs for individuals with disabilities and fair housing issues. Local landlords, developers, government officials, non-profit providers, and community residents were invited to attend. Dr. William Fuller with the Virginia Housing Development Authority presented examples of housing innovations used throughout the state of Virginia to provide affordable, accessible housing to individuals with disabilities. John Whitfield, the Executive Director of Blue Ridge Legal Services held a presentation and discussion on fair housing issues.

In 2006 the Harrisonburg/Rockingham Continuum of Care held its second *CORE Housing Luncheon*. The luncheon addressed the development of workforce housing. Again local developers, landlords, government officials, non-profit providers, and community residents were invited. Presentations were given showing the need to develop affordable workforce housing in the local community.

In September of 2007, members of the city staff attended a luncheon hosted by Valley Associates for Independent Living (VAIL) that highlighted the organization's many accomplishments and goals. Key members of the community, along with local and state government officials attended this event, with brought attention to the many needs of this population in the community. The city's CDBG program was recognized at this luncheon for its' significant contribution to the housing needs of individuals with disabilities. VAIL continues to be grateful for the contributions of CDBG in 2009 and proposed in 2010.

In 2007, the Harrisonburg/Rockingham Continuum of Care participated in the local Builders Fair to promote affordable, accessible housing initiatives.

In August of 2007, HRHA collaborated with Freddie Mac and BB&T bank to host a homeownership education seminar at the Lucy F. Simms Center. Another seminar took place in July 2008, which was hosted by First Citizens Bank and HRHA.

In an effort to promote financial literacy among the younger generation in Harrisonburg, the City Schools offer an array of economics and financial literacy classes to students. The 2005 General Assembly approved Senate Bill 950, a bill directing the Virginia Board of Education to "establish objectives for economic education and financial literacy" to be required of all students at the middle and high school levels. As a result, the Code of Virginia §22.1—200.03 required the Board of Education to develop and approve objectives for economics education and financial literacy to be required of all students at the middle and high school levels to "further the development of knowledge, skills, and attitudes needed for responsible citizenship in a constitutional democracy." The Harrisonburg Public School System has programs in place which address these criteria, and help students learn how to prevent careless credit decisions before reaching adulthood.

Furthermore, the City has an active Economic Development Department that is recruiting technology development firms to locate within Harrisonburg. This department also places strong emphasis upon fostering entrepreneurs to establish new tech firms. These efforts have proven highly successful as firms including SRI International, Rosetta Stone, SI International, and over 10 new start-up tech firms have chosen

to locate within one of the City's two technology zones. The average wages for these firms is significantly greater than the prevailing wage for this metro area. Another benefit is that these businesses typically offer additional training and educational opportunities for their employees.

The following organizations in the city of Harrisonburg are doing work to promote different areas of Fair Housing:

- Harrisonburg Redevelopment and Housing Authority: A public housing authority providing rent assistance through HUD certificates and vouchers, management of subsidized housing for the elderly, access to funds for development of transitional housing. The City Council appoints the Board of Directors of this Authority, and the City Council must approve all borrowing of funds and issuing of bonds, etc. However, the City does not provide the Authority with any annual funding allocation (with the exception of the CDBG annual commitment of \$140,000), nor does the City provide oversight in regards to hiring, procurement, and contracting. The Authority does comply with all state and federal procurement and other procedures. The HRHA is requesting funding for debt servicing on a \$3.2-\$3.5 million bond for the renovation of 40 public housing units in the Harrison Heights Development for the 2010 CDBG funding year. Requested funds will be used in conjunction with \$60,000 from the Authority's Capital Funds and \$60,000 from its Local Community Development Fund. The City intends to provide the HRHA with a moral obligation of \$140,000 in CDBG funding each year for the term of the bond, which will likely be 15 years, but could be up to 20 years. This is year six of the bond.
- <u>Valley Associates for Independent Living, Inc. (VAIL)</u>: VAIL provides vocational and residential placement and support, and educational services to adults who have a documented disability. Funding from CDBG has been used to provide accessibility modifications that enable those living with disabilities to remain in their own homes. The City has a history of support of VAIL through CDBG funding, including \$20,000 in 2004, \$15,000 in 2005, \$10,000 in 2007, \$10,000 in 2009 and \$10,000 in 2010.
- ARC of Harrisonburg-Rockingham: The Association for Retarded Citizens (ARC) provides an array of services for persons with mental retardation and their families. Services include the ARC Op Shop -- a work activity center for adults with mental retardation; respite care; parent-to-parent assistance, support and information (for parents of all types of special needs children). This program has been successful at providing these citizens with social interaction with the public. CDBG funding for ARC includes \$14,000 in 2006, \$10,000 in 2007, \$10,000 in 2008, \$5,000 in 2009 and \$10,000 in 2010.
- Gemeinschaft Home: Gemeinshaft is a 41 bed residential program that addresses the needs of non-violent ex-offenders and substance abusers coming out of therapeutic community programs inside the Virginia Department of Corrections. It is dedicated to providing an environment where the ex-offender can find support, acquire work and living skills, advance educational goals and secure safe and affordable housing. CDBG funds in the amount of \$15,000 were budgeted to Gemeinschaft in the 2004 CDBG plan year.
- <u>Training to Achieve Rewarding Careers (TARC), Inc.:</u> TARC is a job training and educational program whose focus is in helping low-income residents overcome barriers to attaining, retaining and advancing in employment. CDBG funds in the amount of \$14,000 were budgeted to TARC in the 2004 CDBG plan year.
- <u>Pleasant View, Inc.:</u> Pleasant View provides support services necessary for people with disabilities to live in and enrich the community. Additionally, Pleasant View strives to assist each individual in achieving and choosing his or her own vocational, family, emotional and spiritual goals. CDBG funds in the amount of \$12,000 were budgeted to Pleasant View in the 2007 CDBG plan year. These funds were

used to make modifications to facilities in a home-setting, enabling individuals to achieve a higher level of autonomy in their day-to-day lives.

NewBridges Immigration Resource Center: NewBridges works to assist the large number of immigrants in Harrisonburg to figure out how to pay medical bills, seek food assistance, obtain unpaid salaries from employers, deal with Social Security, secure housing, and meet other similar needs. The proposed 2008-2009 budget from the city's general fund is \$7,500. CDBG funding for NewBridges includes \$2,900 in 2007, \$6,400 in 2008, and \$8,655 in 2010.

The Rockingham County Department of Social Services: The Department of Social Services, among other things, provides employment services under the Federal and State Welfare Reform initiatives--VIEW (The Virginia Initiative for Employment, not Welfare), thereby increasing the chance for individuals to obtain jobs that pay higher wages. The city proposes to fund the department of social services in the amount of \$3,158,088 in the 2008-2009 year.

<u>The Salvation Army</u> The Salvation Army provides Emergency and Transitional shelter to homeless individuals and families. In 2008, CDBG funded Salvation Army in the amount of \$13,774.30

The proportion of renters to owners has increased over the last decade in Harrisonburg and homeownership affordability is becoming more of an issue. Rental housing remains relatively affordable, although it is becoming more difficult for large family renters. However, some rental units, particularly public housing units are aging and in need of upgrades and improvements. The Harrisonburg Redevelopment and Housing Authority is taking a very proactive approach in establishing and supporting programs that seek to increase homeownership opportunities in Harrisonburg and that improve and expand the stock of decent affordable privately owned rental housing and public housing. In furtherance of these efforts, the Authority has targeted renovations to existing public housing units as its number one priority. The units in Harrisonburg were all built in the 1960's and have not received any significant renovations since that time. In light of this, the City has allocated funds to the Authority that will allow it to undertake the architectural and engineering design for the renovations, and to assist in funding the renovations themselves. The City and the Authority will also continue to monitor trends in homeownership and privately-owned rental units, and support programs that assist LMI residents in meeting their housing needs.

During February 2005 to June 2005, the City worked with J-Quad & Associates (a consulting firm) to develop an Analysis of Impediments to Fair Housing Choice (AI). This document is available on the City's website at www.harrisonburgva.gov and in the City Manager's Office. A copy of the AI was also sent to HUD's Richmond, Virginia Field Office. The City hosted several public comment sessions and focus groups to assist in the preparation of the AI. These sessions were attended by City officials and staff, citizens, and advocates for a variety of groups. Following the sessions, the below items were identified by the consultants in the AI as perceived impediments to fair housing choice in the City:

- a) Lack of Affordable Housing;
- b) Lack of Local Fair Housing Awareness;
- c) Shortage of Accessible Housing for Persons with Disabilities;
- d) Low Incomes Verses Home Ownership Costs;
- e) Minority Housing Choice Restricted to Low-Income Census Tracts; and

f) Disparity of Loan Applications and Originations among Racial Groups.

The AI includes suggestions by the consultants for remedial actions to address the above issues. Some of the suggested remedial actions are already underway, others are actions that may be pursued in the next few years, and others may or may not be feasible. Though some of the above may not initially sound like traditional fair housing activities, these and other similar activities have been identified in the AI as ways to address the listed impediments.

#### C. Homelessness

1. Describe the jurisdiction's strategy for helping low-income families avoid becoming homeless.

Through data that has been gathered to date, there does not appear to be a problem of existing long-term homelessness, including low income families being threatened with homelessness. The City will continue to work with the Harrisonburg Redevelopment and Housing Authority to assist low income families in meeting their housing needs and will continue to monitor trends included in the various tables in Section 3 of the Consolidated Plan in order to be able to prioritize needs and prevent identified problems from resulting in homelessness.

2. Describe how the jurisdiction will reach out to homeless persons and address their individual needs.

As noted in Sections 3 / 4 of the Consolidated Plan, there is not a significant homeless problem in Harrisonburg at this time. However, the City will continue to support agencies and organizations that provide the homeless with temporary and/or transitional housing.

2. Address the emergency shelter and transitional housing needs of homeless persons.

Information relative to emergency shelter and transitional needs is addressed in Table 1A of the Consolidated Plan.

4. Describe how the jurisdiction will assist homeless persons to make the transition to permanent housing and independent living.

The City will continue to work with and through the Harrisonburg Redevelopment and Housing Authority and the agencies identified in Section 3 / 4 to assist the homeless in transitioning to permanent housing and independent living.

- 5. Describe the jurisdiction's Continuum of Care: Harrisonburg's Continuum of Care CORE Housing Alliance and the Healthy Community Council work together with and through the Harrisonburg Redevelopment and Housing Authority to obtain affordable housing and to eliminate sub-standard housing in the local areas.
- 6. Describe the nature and extent of homelessness by racial and ethnic groups, to the extent that information is available

See Section 3 / 4, Tables III-A and III-B of the Consolidated Plan.

#### D. Other Special Needs (Non-homeless)

Other non-community development needs identified in the data gathering process included services for the elderly, persons with AIDS/HIV, and the developmentally disabled, and services complimenting or supplementing local law enforcement efforts in crime prevention and focus on at-risk youth. These needs are discussed in more detail in Table 1B of the Consolidated Plan.

#### E. Non-Housing Community Development Plan

Public facilities, infrastructure improvements, economic development and planning and administration were noted as the primary needs in this category. These needs are discussed in greater detail in Table 2B of the Consolidated Plan. Public service needs and senior programs are also noted in this section, but are further elaborated upon in Section III (B)(5).

#### F. Barriers to Affordable Housing

1. Using CDBG funds, the City completed an Analysis of Impediments to Fair Housing Choice. This document is on file in City offices, online and has been submitted to HUD. It is included by reference.

#### 2. Lead-based paint hazards .

It should be stressed that not all units with lead based paint pose a lead paint hazard. Lead paint presents a health hazard primarily to children under the age of 7 and then mainly when lead paint is not in good condition and housekeeping skills and nutrition are poor. For these reasons, the mere presence of lead based paint in all of the estimated units does not constitute a significant problem in and of itself.

The only way to determine the lead based paint hazard is to test for the presence of lead in household dust, soil, paint, etc, and to evaluate the condition of the paint containing lead. There has been no comprehensive testing for lead hazards in residential properties in the City and therefore, it is not possible to determine the actual lead paint hazard. However, while there have been no incidents of lead poisoning, the Housing Authority has noted that the majority of its public housing units do contain encapsulated lead-based paint which is beginning to show signs of deterioration. This is one of the reasons the authority placed the renovations to existing public housing units as its number one priority.

It is important to note that Harrisonburg is not included on the Virginia Department of Health's listing of "high risk areas" for lead poisoning. The Department's "Prevalence of Elevated Blood Lead Levels and Proportion Tested by Locality of Residence" for children under 72 months, in 2004 listed only 6 children as having elevated blood lead levels, but none were above the 10 – 19 MCG/DL range.

#### 3. Anti-poverty Strategy

The City does not provide any direct services to reduce the number of households with income below the poverty line. In considering the factors affecting poverty that may be impacted by the existing housing programs of the City, it appears that coordination of production and preservation of affordable housing with supportive programs and services targeted to special needs populations including victims of domestic violence, the physically and mentally handicapped and elderly would benefit this population. In addition, targeted projects such as street and sidewalk improvements, utility replacements and upgrades, and new or upgraded recreational facilities will contribute toward renewed vitality of and pride in affected neighborhoods.

#### G. Institutional Structure

The following list includes all agencies that may have a role in addressing identified housing and community development needs in the populations covered in this strategy.

<u>Harrisonburg City Manager's Office</u>: The City office agency providing access to and administration of Federal funds available to cities for the various projects described. The Manager's Office is responsible for the development and implementation of this Consolidated Plan.

Harrisonburg Redevelopment and Housing Authority: A public housing authority providing rent assistance through HUD certificates and vouchers, management of subsidized housing for the elderly, access to funds for development of transitional housing. The City Council appoints the Board of Directors of this Authority, and the City Council must approve all borrowing of funds and issuing of bonds, etc. However, the City does not provide the Authority will any annual funding allocation, nor does the City provide oversight in regards to hiring, procurement, and contracting. The Authority does comply with all state and federal procurement and other procedures.

<u>Harrisonburg-Rockingham Health Department</u>: The public health agency charged with responding to reports of elevated blood lead level in children and conducting outreach, assessment and education services. Although the state appoints the Director of this agency, the City provides the Department with \$371,058 from general funds annually.

<u>City of Harrisonburg Police Department</u>: The Police department has several community-based crime prevention programs including include Community Watch, Auxiliary Police Officers, National Night Out, the Citizens Police Academy and the Weed and Seed Program. The HPD is a City Department and the Chief of Police is hired by the City Manager. The Police Department's budget is \$7,766,605, and funding comes from the City, state funds, and grants. The HPD follows City/VA procurement procedures.

<u>The Salvation Army</u>: The Salvation Army provides financial assistance for rent, utilities and prescriptions. The Salvation Army also has a food pantry, clothing vouchers (used clothing) and in extreme emergencies our agency provides bus tickets. The Salvation Army also provides emergency shelter 24 hours a day. The City provides this organization with \$18,000 from general funds annually.

<u>First Step</u>: A private non-profit organization providing emergency shelter for families and individuals who are victims of domestic abuse, counseling, a 24-hour crisis line and programmatic support for residents of transitional housing facilities. The City provides this agency with \$18,900 from general funds annually.

<u>Harrisonburg-Rockingham Free Clinic</u>: Free family practice health care is provided to the low income, uninsured of Harrisonburg. Patients are seen by volunteer doctors, nurses, dentists, and other health professionals. The City provides this agency with \$13,500 from general funds annually.

<u>Harrisonburg-Rockingham County Department of Social Services</u>: The Social Services structure provides financial aid, housing, transportation, and health assistance to Harrisonburg residents. The City Manager and the Rockingham County Administrator appoint the Director of this agency, and they are the direct supervisors of this person. This agency receives \$3,140,749 annually from the City.

Harrisonburg Boys & Girls Club: The Club provides youth development programs including homework help and tutoring, alcohol and drug abuse prevention, teen pregnancy prevention, conflict resolution, juvenile delinquency prevention, athletics, cultural enrichment, citizenship and leadership development, outdoor and environmental education, and parent training. Boys and Girls Club also offers Hispanic programming. The Club is participating in the renovation of its home site, the Lucy Simms School, which will result in vastly improved facilities for club programs. The building is owned by the City of Harrisonburg. The City provides \$46,500 from general funds annually to this organization.

<u>Harrisonburg Department of Public Transportation</u>: Provides transportation for low-income, elderly, and disabled people, as well as the general population of Harrisonburg, along with public school transportation. This is a City Department, and the department head is hired by the City Manager. The budget for this department is \$7,738,854.

<u>Harrisonburg Department of Public Works:</u> Provides sanitation, street and sidewalk repair, maintenance, and construction, traffic planning and control, and storm-water management services in low and moderate income neighborhoods as well as the city in general. This is a City Department, and the department head is hired by the City Manager. The budget for this department is \$7,220,318.

<u>Harrisonburg Department of Public Utilities</u>: Provides water and sewer services, including repair, maintenance and replacement of existing lines, and construction of new lines in low and moderate income neighborhoods, as well as the city in general. This is a City Department, and the department head is hired by the City Manager. The budget for this department is \$15,370,984.

<u>Valley Associates for Independent Living, Inc. (VAIL)</u>: VAIL provides vocational and residential placement and support, and educational services to adults who have a documented disability.

<u>Mercy House, Inc.</u>: Mercy House is a transitional housing shelter for homeless families with children. Assistance with clothing, food and counseling is also available.

ARC of Harrisonburg-Rockingham: The Association for Retarded Citizens (ARC) provides an array of services for persons with mental retardation and their families. services include the ARC Op Shop -- a work activity center for adults with mental retardation; respite care; parent - to - parent assistance, support and information (for parents of all types of special needs children).

<u>Harrisonburg Children's Museum (HCM):</u> HCM is a community-based museum offering a wide range of educational exhibits and programming options for children.

<u>Gemeinschaft Home:</u> Gemeinshaft is a 41 bed residential program that addresses the needs of non-violent ex-offenders and substance abusers coming out of therapeutic community programs inside the Virginia Department of Corrections. It is dedicated to providing an environment where the ex-offender can find support, acquire work and living skills, advance education goals and secure safe and affordable housing.

Roberta Webb Child Care: Roberta Webb child care provides quality, affordable, licensed child care in a safe and nurturing environment. The Webb Center serves children ages 2-5 in the Harrisonburg area. The program is geared toward parents that balance work and/or school with parenting (often with little support). The proposed 2010 budget from the city's general fund is \$10,800.

<u>Training to Achieve Rewarding Careers (TARC), Inc.:</u> TARC is a job training and educational program whose focus is in helping low-income residents overcome barriers to attaining, retaining and advancing in employment.

<u>Harrisonburg Department of Parks & Recreation:</u> Provides maintenance of existing parks, playgrounds, and other public facilities, and provides construction oversight of the development of new facilities. Also runs the City's recreational & after-school programs. This is a City Department, and the department head is hired by the City Manager. The proposed 2010 budget from the city's general fund is \$4,982,009.

<u>The Community Foundation of Harrisonburg and Rockingham County:</u> The Community Foundation helps other Harrisonburg community public service projects by managing their donated funds and working with grants that have been given to various charities.

<u>Pleasant View, Inc.:</u> Pleasant View provides support services necessary for people with disabilities to live in and enrich the community. Additionally, Pleasant View strives to assist each individual in achieving and choosing his or her own vocational, family, emotional and spiritual goals.

<u>Valley Program for Aging Services:</u> Provides "Meals on Wheels" and other services for the elderly in the Harrisonburg area. The proposed 2010 budget from the city's general fund is \$27,000.

<u>NewBridges Immigration Resource Center:</u> NewBridges works to assist the large number of immigrants in Harrisonburg to figure out how to pay medical bills, seek food assistance, obtain unpaid salaries from employers, deal with Social Security and meet other similar needs. The proposed 2010 budget from the city's general fund is \$6,750.

<u>Big Brothers/Big Sisters of Harrisonburg and Rockingham County:</u> Big Brothers/Big Sisters strives to make a positive, measurable difference in the lives of children by promoting self-esteem, expanding awareness of life's opportunities, and providing education, guidance, and support through professionally supported one-to-one mentoring relationships. The proposed 2010 budget from the city's general fund is \$9,000.

Valley AIDS Network: Provides housing assistance and other types of assistance to persons with HIV and AIDS.

The City feels that between the continued efforts of those listed above there is sufficient existing basis for addressing any gaps that may be discovered in the existing institutional structure without the City itself creating a new entity to address this issue.

In terms of carrying out activities to address identified housing and community development needs, the City will continue to work directly with the agencies providing these services and related services to better coordinate efforts.

#### H. Coordination

The City anticipates continuing its coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City will also continue to coordinate its housing efforts with the Harrisonburg Redevelopment and Housing Authority.

Economic development activities will continue to be primarily coordinated with the City's economic and community development departments. Redevelopment efforts will be coordinated with local organizations and citizens groups on an ad hoc basis based on the area and impact of proposed redevelopments.

Community facilities improvements and new construction will be coordinated with the City's Parks and Recreation, Public Works and Public Utilities Departments, respectively.

#### I. Public housing resident initiatives

Appendix D includes the Harrisonburg Redevelopment and Housing Authority's 5-Year PHA Plan which outlines resident participation in the planning process and other initiatives of the Authority.

J. Low income housing tax credit coordination	N/A
K. HOME:	N/A
L. ESG:	N/A
M. HOPWA:	N/A

#### N. Monitoring

Each project supported by the Community Development Block Grant will be monitored carefully by the City to ensure appropriate use of CDBG funds. As a part of their application for funding, all subrecipients are asked to submit an action plan with measurable objectives to be achieved by the following specified dates: September 30, December 31, March 31, and June 30. Quarterly progress

reports corresponding with these deadlines (due 14 days after each deadline) will be required for each project receiving grant funds. Quarterly Reports will include, at minimum:

- A description of all project activities that have taken place to date, including all outreach activities and public participation events:
- Photographs of progress to date, if applicable;
- A description of how objectives specified for achievement by that date have been met, OR a description of obstacles that
  have prevented those objectives from being met, how those obstacles are being addressed, and a new anticipated date of
  completion for those objectives;
- A description and dollar amount of CDBG funds spent to date, and how much of those funds have already been reimbursed;
- A description and dollar amount equivalent of matching funds (including in-kind) expended to date;
- A description of any anticipated problems or obstacles, and a plan for how those future obstacles will be addressed;
- A description of the <u>number</u> and <u>qualifying LMI characteristics of persons or households</u> assisted with CDBG funds to date, such as LMI by household income, homeless, severely disabled, abused children, migrant farm workers, battered spouses, illiterate adults, elderly, or persons living with AIDS; and
- Other supportive information or documentation, as applicable.

The final quarterly report will serve as the final project report, and will include, in addition to items outlined above, a thorough assessment of the project, including successes and weaknesses; a comparison of projected accomplishments and objectives to actual accomplishments and goals achieved, including reasons for any discrepancies between the two; notation of any CDBG funds or matching funds that were not expended and reasons why; total <a href="mailto:number">number</a> and <a href="mailto:qualifying LMI characteristics of persons or households">number</a> assisted with CDBG funds or other resources leveraged by using CDBG funds, including any matching funds or donations that would not have been received without CDBG assistance; and identification of future related projects that may be eligible for CDBG assistance. This final report will be due 14 days after June 30 or date of final reimbursement, whichever is later.

In additional to these quarterly reports, each recipient will submit periodic requests for reimbursement. Each reimbursement request must be accompanied by a City request form, documentation of payment for eligible expenses (i.e., invoices, receipts, copies of checks, time sheets, etc.), documentation of matching funds expenditure or donations (i.e., volunteer time logs, time sheets, mock invoices for donated items, etc.), and other supporting documentation.

Each organization receiving funding will be required to maintain records of all project expenses, activities, correspondence, and other information as requested by the City or by HUD, for a period of no less than five years from the date of the final project report. All files and records will be made available during normal business hours and other reasonable times for review by the City or by HUD.

Additionally, Harrisonburg's Grant's Compliance Officer will make site visits as needed to inspect the progress of each project and review subrecipient records. For all projects requiring building construction or renovation, the City building inspector will make

required site visits to ensure that construction/renovation meets City building codes and zoning regulations. Additionally, for construction/renovation projects, including façade improvements, City Staff will complete a site inspection prior to reimbursements to ensure that materials for which a reimbursement is requested are in place on the building. **Reimbursements for construction/building materials and façade improvements will only be made once the materials are in place.** A Site Visit Evaluation Worksheet will be completed after each visit by City staff, and all worksheets will be maintained in City CDBG files.

As a part of the subrecipient application process, organizations were required to outline a plan for project/program evaluation. Each plan is different and is tailored specifically to the organization's project. During site inspections and quarterly report and records reviews, the City staff will confirm that each subrecipient is following their outlined evaluation plan OR the agency will be required to submit an amended evaluation plan to the City, which satisfies City requirements.

The City will also perform any other monitoring activities as prescribed by HUD or as the City deems necessary to ensure full compliance with all CDBG and other federal, state, and local regulations.

#### O. Summary of Annual Objectives

As identified in the Table 3(c) Project Listing Sheets, the annual objectives that the City expects to achieve through this Action Plan are as follows (some projects are listed in more than one category):

Objective #2 -	Improve security measures at homeless shelters and transitional housing for the protection of clients (16 units)
Objective #3 -	Support organizations that provide direct services to prevent homelessness (16 units)
Objective #4-	Provide funding for programs that make home/building modifications to accommodate walker and wheelchair use and to make upper floors more accessible. (7 units)
Objective # 6 –	Provide funding for supportive services for the elderly, e.g., meals, home maintenance, etc. (30 units)
Objective # 12 –	Rehabilitate public housing units (40 units)
Objective #13 –	Financial support for programs that remove architectural barriers for the elderly and disabled. (5 units)

Objective #17 –	Financial support for programs that remove architectural barriers for the elderly and disabled. (5 units)
Objective #22	Upgrade or add new playground or recreational facilities at existing parks, playgrounds, childcare facilities, or recreational centers in low to moderate income census tracts. (5 units)
Objective # 24 –	Pay for street, sidewalk, and traffic control improvements; water and sewer improvements; and storm water management and drainage improvements in designated LMI areas (4,645 units)
Objective # 30 –	Continue to fund public service activities that target extremely low- and low-income households or individuals (1067 units)

## APPENDIX A MAPS

City of Harrisonburg FY 2010-2011 Action Plan

### APPENDIX B HUD TABLES

City of Harrisonburg FY 2010-2011 Action Plan

# APPENDIX C Public Hearing & Comment Period

City of Harrisonburg FY 2010-2011 Action Plan

#### **PUBLIC HEARING #1**

The City held a Public Hearing on the 2010-2011 CDBG Program and funding priorities on January 26, 2010. This Public Hearing was advertised in the *Daily News Record*, on the City website, on the bulletin board in the lobby of the municipal building, and the meeting notification was emailed to approximately 55 individuals and agencies that are on the City's CDBG mailing list. This Public Hearing was held during a regular City Council Meeting, so it was televised and there were many citizens present.

#### PUBLIC HEARING January 26, 2010

STAFF IN ATTENDANCE: Ande Banks, Director of Grants Management and Special Projects; Kristin McCombe, Grants Compliance Officer; Kurt Hodgen, City Manager; Bonnie Ryan, City Clerk; & Miriam Dickler, Public Information Officer. City Council was also present.

The following organizations/individuals were in attendance and spoke at this Public Hearing.

**Mary Ellen Chewning**, Executive Director of The ARC, discussed their program and thanked everyone for making up to 15% of HUD funds available for non-profits.

**Jennie Amison**, Executive Director of Gemeinschaft Home, discussed the local program and requested funding to help homeless people with substance abuse problems. She also said that residents of Gemeinschaft Home have been doing a lot of community service projects.

**Janet Mash**, Executive Director of Camp Still Meadows, said the camp serves children and adults with mental and/or physical disabilities. She thanked Council for their past support.

#### Following the public hearing, the following comments were received by the City Manager's Office:

Citizen Bucky Berry was interested in having CDBG funds used to expand the sidewalk on E. Washington Street where he resides. He also feels that there should be greater public involvement.

**PUBLIC HEARING #2** 

The City held a Public Hearing on the 2010-2011 CDBG Program and Action Plan and funding priorities on March 23, 2010. This Public Hearing was advertised in the *Daily News Record*, on the City website, on the bulletin board in the lobby of the municipal building, and the meeting notification was emailed to approximately 55 individuals and agencies that are on the City's CDBG mailing list. This Public Hearing was held during a regular City Council Meeting, so it was televised and there were many citizens present.

#### PUBLIC HEARING March 23, 2010

STAFF IN ATTENDANCE: Ande Banks, Director of Grants Management and Special Projects; Kristin McCombe, Grants Compliance Officer; Kurt Hodgen, City Manager; Bonnie Ryan, City Clerk; & Miriam Dickler, Public Information Officer. City Council was also present.

#### **ORGANIZATIONS IN ATTENDANCE:**

The following organizations/individuals were in attendance and spoke at this Public Hearing:

#### **PUBLIC COMMENTS SUMMARY & CITY RESPONSE**

There was a 30-day Public Comment Period, which ran from March 23, 2010 to April 23, 2010.

#### The following comments were received:

Other comments received after the 30-day Public Comment Period (ending April 23, 2010) will not be included in this Appendix. However, all comments, regardless of when they are received, will be maintained in the City's CDBG files, along with the City's responses to those comments.